

Items Needed When Applying to the Idaho Medicaid EHR Incentive Program

The following types of information will need to be provided when you are ready to apply/attest to the Idaho Medicaid EHR Incentive Program:

- CMS assigned Registration ID (assigned when registering at the CMS site)
- CMS EHR Certification ID (see the [CMS Certified EHR Technology web page](#))
- Documentation to support adoption, implementation, or upgrade (AIU) of a certified EHR product, which must be one of the following:
 - Signed Vendor Contract –this should be dated, indicate what is being purchased and by whom and it needs to be signed by both parties
 - User Agreement – this should be dated, indicate what the product being used is and it needs to be signed by both parties
 - Receipt of Purchase – needs to indicate the date of purchase, the product and entity that purchased it
 - Lease Agreement - needs to indicate the dates the lease covers, the product being leased and it needs to be signed by both parties
 - Or other legally binding documentation
 - Copy of a voided check, which should include identifying information for the certified EHR product
- Documentation, with a date within the program year you are attesting to, supporting the number of licenses available at each clinic or practice for the EHR (does not apply to hospitals)
- Patient encounter report (please see the *Educational and Training Materials* section of the Idaho Medicaid EHR web page)
- Proxy calculation form where applicable (please see the *Workbook, Forms, and Guides* section of the Idaho Medicaid EHR web page)
- Meaningful Use Documentation for EPs

1. **Core Measures:** 1 de-identified report from the certified EHR software that was used for a **core** attestation item
 2. **Menu Measures:** 1 de-identified report from the certified EHR software that was used for a **menu** attestation item
 3. **CQM Measures:** 1 de-identified report from the certified EHR software that was used for a **CQM** attestation item
- When naming your document, please use the following naming conventions:
 1. For Core Measures use the EP's last name, Core number (in IIMS) you are attesting to and date (e.g., smith_mucore6_mmddyy)
 2. For Menu Measures use the EP's last name, Menu number (in IIMS) you are attesting to and date (e.g., smith_mumenu8_mmddyy)
 3. For CQM Measures use the EP's last name, CQM number (assigned by CMS and in IIMS) you are attesting to and date (e.g., smith_NQF0024_mmddyy)